

NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION

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MINUTES OF MEETING

January 5, 2006

(Not Approved)

Members Present: Edward Murdough, Brad Simpkins, David Duquette, Stephen Carrier, Kevin Pratt, Al Burbank, John Hoglund, Peter Russell, Joseph Butts, George Sykes, J. William Degnan, Richard Mason.

Members Absent: Karen Schlitzer, Earl Sweeney, Michael Williams, Scott Weden.

Others Present: *Division of Fire Standards & Training*—Dennis Rosolen, Bureau Chief; Sue Prentiss, Bureau Chief; Jeff Phillips, Bureau Chief; Heather Newland, Recording Secretary.
New Castle Fire Chief Carl Roediger.

I. CALL TO ORDER

Item 1. Call to Order. The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair David Duquette at 10:05 a.m. on Thursday, January 5, 2006 at the Richard M. Flynn Fire Academy, 222 Sheep Davis Road, Concord, NH. The Pledge of Allegiance was recited. Chair Duquette requested a moment of silence in memory of the passing of Albert Beaudoin and the one-year anniversary of the death of Chris Dewolf.

II. APPROVAL OF MINUTES

Item 1. December 1, 2005. *Motion* was made by Commissioner Russell, seconded by Commissioner Sykes, to approve the Minutes of the December 1, 2005 Commission Meeting. Motion passed.

III. CHAIR'S REMARKS

Chair Duquette introduced Fire Chief Carl Roediger from New Castle Fire Department as the representative of the New Hampshire Association of Fire Chiefs, Volunteers.

IV. COMMITTEE REPORTS

Item 1. Emergency Medical Services. Chief Prentiss gave her report for Emergency Medical Services.

Item 2. Fire Marshal's Office. Director Degnan gave his report for the Fire Marshal's Office.

Item 3. Forest Protection Bureau. Commissioner Simpkins gave the following report:

1. The Volunteer Fire Assistance grants were awarded last month. Thirty-seven towns were awarded a total of \$41,000 to purchase wildland firefighting personal protective clothing and equipment. The majority of towns were awarded money for Nomex shirts and pants, a major emphasis of the VFA program.
2. The Division is currently advertising for a Forest Ranger position. Applications will remain open through January 20th.
3. We've had one request for a Communications Unit Leader to respond to Arkansas and assist with the fire activity there. The request was for someone experienced in aviation communications, so we had to decline the request. We are standing by to fulfill any requests for assistance to the southern area with our available resources.
4. The spring wildland fire training calendar should be out by the end of the month. We are also going to print with the new Warden's Manuals. This new manual has numerous updates and forms, and will be available in CD format also. These should be available before the end of March.

Item 4. Curriculum Review. Chair Duquette reported that the Curriculum Status Report by Chief Rosolen is in each Commission member's packet and is as follows:

- (a) **Driver/Operator:**
 - (1) Pumps:
Class scheduled in Franklin in March and April.

- (2) Aerial Apparatus:
The visiting committee has met recently and are looking at the IFSTA curriculum to supplement Dave Duquette's program which will then be updated.
- (3) All Vehicle:
We are currently looking for places to hold the practical portion as this is becoming difficult to offer because of the lack of space to hold the driver practical.
- (b) **Hazardous Materials:**
 - (1) Operations:
This program is well underway at this point with no problems reported.
 - (2) Technician:
Class scheduled in Gorham for February and March.
- (c) **Aircraft Rescue & Fire Fighting:**
Closed for the season.
- (d) **NFPA 1030 Series:**
 - (1) NFPA 1031, Standard for Professional Qualifications for Fire Inspectors and Plan Examiners:
Inspector I classes are scheduled for Plymouth in January, NHFA weekends in February, and in Newington for March. Inspector II Visiting Committee has started the process. The first three days will be cognitive and class activities, and the last two days will cover Citations.
 - (2) NFPA 1033, Standard for Professional Qualifications for Fire Investigator committee met and have discussed their next course of action, which is reviewing the New York state curriculum. Progress is continuing with this committee.
 - (3) NFPA 1035, Standard for Professional Qualifications for Public Fire and Life Safety Educator:
Will probably follow the 1033 standard.
- (e) **Rescue Series:**
 - (1) Structural Collapse:
No pilots scheduled as yet.
 - (2) Confined Space:
A confined space trailer is in the process of being purchased from Mike Carrier of Merrimack Fire at this time. A confined space class will be scheduled for Nashua this winter/spring.

- (3) Technical Rope Rescue:
Curriculum was approved at the May 5, 2005 Commission meeting. We may be sending visiting committee members out to CMC for training and come back to do TtT's.

- (f) **NFPA 1001 Firefighter I and Firefighter II:**
Train-the-Trainers are successful thus far with over 250 instructors attending both at the Academy and in the field from Littleton to Hollis. These programs are doing well.
- (g) **NFPA 1021 Fire Officer:**
A spring class is scheduled here in March and April.
- (h) **NFPA 1041 Instructor:**
VIII. The new curriculum for Instructor I is almost
An Instructor III class is scheduled for January at the Elliot Hospital.
- (i) **NFPA 1051 Wildland Firefighter:**
Doing well at this point..
- (j) **C2F2**
An April class is scheduled as well as for recruit school in June.

Item 4 (a). NFPA 1030 Series. Commissioner Sykes reported nothing to add at this time.

Chair Duquette reported the visiting committee for the Driver/Operator Aerial Apparatus met recently. He stated there aren't many programs out there to review; the IFSTA program seems to be two steps below what we currently use.

Commissioner Burbank asked if we could develop a program to cover the basics for all aerial ladders, then follow up with a program on the departments' piece of equipment.

Chair Duquette indicated it would be difficult to do, as there are many varieties of aerial equipment currently in use. The program is designed for operators only.

Chief Roediger added the start of the visiting committee meeting was to determine do we certify people on operating a ladder or training them on operating their ladder.

Item 5. Hiring Practices. Commissioner Burbank reported he is in the process of scheduling a meeting. No report at this time.

Item 6. Nominating Committee. *Motion* was made by Commissioner Murdough to accept the report of the Nominating Committee to reappoint David Duquette as Chair and Stephen Carrier for Vice-Chair. Commissioner Russell seconded. Motion passed.

V. REPORT OF THE DIRECTOR

Item 1. Director's Report #97. Director Mason requested all members to complete the Personal Information form in their packets and return to him. He also handed out on disk the Commission Minutes from the late 1990's to 2003.

The Director's Report #97 for January 5, 2006 was as follows:

- 1) FIRE ACT GRANT WORKSHOPS
We have scheduled seven workshops for the 2006 round of the Assistance to Firefighter grants administered by the US Department of Homeland Security. Bob Waters from the DHS Region I office will once again be the presenter for these workshops. As you know he was recognized in November with the Fire Service Award of Excellence for his actions in this endeavor. (Schedule attached)
- 2) ADMINISTRATIVE RULES - WAIVERS
We have sent the administrative rules for waivers to the Attorney at the Department of Safety to be filed. The attachment outlines the terminology voted upon at our last meeting.
- 3) 2006 MEETING SCHEDULE
Attached is a list of meetings for 2006. There are a couple items to look at and possibly modify. Once approved this will be posted on our website.

Director Mason reviewed the attached Fire Standards and Training Commission meeting schedule for 2006. Some discussion on conflicts in schedule.

Motion made by Commissioner Pratt, seconded by Commissioner Russell to move the April 6, 2006 Commission Meeting to April 13, 2006. Motion passed.

Motion made by Commissioner Burbank, seconded by Commissioner Sykes to keep the Academy Awards as it stands on the schedule. Motion passed.

Motion made by Commissioner Russell, seconded by Commissioner Burbank to accept the 2006 Commission Meeting Schedule as modified. Motion passed.

4) COMMUNITY TECHNICAL COLLEGE - LACONIA

For years we have offered the Firefighter I curriculum for the Fire Service Degree at the Community Technical College in Laconia. Beginning this year we will be offering a Firefighter II program for them. This is one example of partnership at its best!

5) 2005 ASSISTANCE TO FIRE ACT GRANT PROGRAM

Enclosed is an up-to-date breakdown of New Hampshire Departments receiving the Fire Act Grant. To date 49 departments will be sharing \$4,466,449 for an average grant of \$91,152 each.

6) PROMOTIONAL EXAMINATIONS

One of our ancillary offerings to our customers is promotional examinations. This is getting to be a very busy part of our operation. Presently we have Merrimack and Lebanon Tests we are completing, we have Hampton Inspector and Lieutenant tests in the initial phase and Hudson Captain Assessment Center. This segment is run by Steve LaRoche, a part-timer who is a Manchester Firefighter.

7) NATIONAL FIRE ACADEMY – TWO STATE WEEKEND

Every year we co-sponsor a Two State weekend at the National Fire Academy (NFA) along with the State of Vermont. We usually have about 100 in attendance at the Emmitsburg, MD NFA Campus for this event, which will be March 17 – 19, 2006.

8) CIVIL SUPPORT TEAM

Enclosed I have included information about the National Guard's Civil Support Team. This topic was discussed last meeting by Commissioner Pratt and I thought you would like additional information.

Director Mason announced TRADE (Training Resources And Data Exchange) is hosting the 16th Annual Fire Service Training Weekend on January 16, 2006 in Amherst, Massachusetts.

Director Mason also stated the following nominations for the 2006 for the Commission members need to be addressed soon:

New Hampshire Fire Chiefs Association – Permanent
New Hampshire Fire Chiefs Association – Volunteer
Professional Firefighters/IAFF
New Hampshire State Firemen's Association
New Hampshire Municipal Association

Director Mason stated the signatures on the certifications will be computer generated. He circulated a sample.

Commissioner Carrier asked if confirmation letters are sent if a person is accepted into a class. Director Mason stated it is very difficult to manage the number of classes and the amount of students coming into these programs. Some discussion on the process of applications being received on the first come, first serve basis.

Some discussion followed regarding seating selection, and specific examples were given by Commissioners Carrier, Butts and Pratt.

Bureau Chief Rosolen indicated the applications for the Fire Instructor and Fire Officer programs are reviewed by a committee for seating selection. Transcripts are pulled to review during this process. All other classes are first come, first serve if prerequisites are met. Chief Rosolen also indicated he deals with many emergency cases of students needing reciprocity or getting into last minute classes in order to meet the class prerequisites of the Fire Officer program. He indicated these students need to plan ahead and not wait until the last minute.

Commissioner Simpkins offered as a suggestion the Police Academy has a system that lists the priority of students. It then allows the particular Chief the choice to prioritize the people on his own department.

Commissioner Butts stated he has been contacted by two Aldermen and two State Representatives regarding seating selection of classes. They all asked why people not in the fire service are not readily accepted into fire training programs. Director Mason referred to Senate Bill 50 (1991), which describes the funding for the Fire Academy for the Fire Service of New Hampshire. He stated we take application in the order the Fire Academy is funded for.

Bureau Chief Phillips indicated the practice is first come, first serve. The funding may be a different issue.

VI. OLD BUSINESS

Item 1. NHDOT I-93 Expansion. Commissioner Murdough reported he met with the planning project. The next meeting is scheduled for January 19, 2006. At this time, there is no representative for the Department of Safety. Director Mason said he will follow up to make sure we have representation.

VII. NEW BUSINESS

Item 1. River Rescue Programs. Commissioner Butts explained that many Manchester Firefighters went to assist with the flooding in Alstead. Many unsafe practices were observed in regards to river rescue. He noted that we do not have a River Rescue Program.

Chair Duquette stated it is on the list of Firefighter III disciplines.

VIII. GOOD OF THE ORDER

Item 1. Retirement Party-Chief Mooney. Commissioner Carrier reminded all of the retirement party for Chief Mooney is scheduled for January 14, 2006. Contact the Gilford Fire Department for information.

Item 2. 40 Under 40. Director Mason stated every January, the Manchester Union Leader publishes a list of 40 people under the age of 40. This year, Commissioner Carrier will be on the list.

IX. ADJOURNMENT

Motion was made by Commissioner Sykes, seconded by Commissioner Hoglund, to adjourn at 11:30 a.m. Motion passed unanimously.

Respectfully submitted,

Richard A. Mason, Director

Items distributed at meeting:

1. Agenda 01/05/06
2. Minutes of Meeting – 11/03/05 – Approved 12/01/05
3. Curriculum Status Report 01/05/06
4. Minutes of Meeting – 12/01/05 – Not Approved
5. Director's Report #97—January 5, 2006
6. Number of Personnel Certified in NH 07/01/05 to 01/04/06
7. Assistance to Firefighters Grant Program—FY 2005 Award Recipients, 12/23/2005
8. Fire-Act Grant Workshops in NH
9. Memo-Marta Modigliani-December 8, 2005
10. Notes from the Forest Protection Bureau
11. Civil Support Team-Weapons of Mass Destruction Talking Points
12. NH Fire Standards & Training Commission 2006 Meeting Schedule